

## **Minutes of the Property Committee Meeting**

The Property Committee of the McLean County Board met on Thursday, February 5, 2004 at 3:00 p.m. in Room 700, Law and Justice Center, 104 West Front Street, Bloomington, Illinois.

Members Present: Chairman Bostic, Members Selzer, Ahart and Moss

Members Absent: Members Harding and Dean

Staff Present: Mr. Terry Lindberg, Assistant County Administrator;  
Mrs. Carmen Zielinski, County Administrator's Office

Department Heads/  
Elected Officials

Present: Mr. Jack Moody, Director, Facilities Management Department;  
Mr. Bill Wasson, Director, Parks and Recreation

Members of the

Public Present: Mr. Greg Koos, Director, McLean County Museum of History;  
Mr. Jeff Koerber, Architect, Wiss, Janney, Elstner Associates, Inc.;  
Mr. David Bentley, Painting Contractor

Chairman Bostic called the meeting to order at 3:02 p.m. Chairman Bostic called the roll and declared that a quorum was present.

Chairman Bostic presented the Minutes of the January 6, 2004 meeting. Hearing no objections or amendments, Chairman Bostic accepted and placed the minutes on file as submitted.

Mr. Jack Moody, Facilities Manager, presented a Review of the Bid Opening for the Illinois Public Museum Grant Project for the Old McLean County Courthouse with Wiss, Janney, Elstner Associates, Inc. Mr. Greg Koos, Director, McLean County Museum of History and Mr. Jeff Koerber, Architect, Wiss, Janney, Elstner Associates, Inc., joined Mr. Moody.

Mr. Moody stated that the bids were opened for the Restoration and Renovation of the Dome and Roof Areas of the McLean County Museum of History on Wednesday, January 28, 2004. All of the bids were over the available budget amount of \$406,000.00 for this project. The Base Bids received are as follows: P.J. Hoerr listed \$1,048,700.00; Felmley-Dickerson listed \$943,000.00 and Kajima listed \$840,735.00.

Mr. Moody explained that the scope of contract documents was based on the terms of the Illinois Department of Natural Resources Grant under the Illinois Museums Grant Program for 2003. The \$500,000.00 grant was awarded in December 2002, specifically for the repair of the building's dome and roofing system. WJE selected items regarding

the repair of the dome and roof levels. The replacement of the dome, selected repairs of the dome drum, stabilization of the limestone balustrade and replacement of the cornice gutter could be performed with available funds. This was based on the cost estimate prepared by CRM last August. Mr. Moody noted that the fee for architectural and engineering services totaled \$93,500.00. Due to development of repair documents, inevitable and necessary additions to the scope of work were encountered. The sub-consultant reviewed the documents in comparisons with the previous estimate and concluded that the base bid would likely be over the available budgeted amount, but that enough unit price information was being requested to allow for the reduction of the scope of work sufficiently to bring the project within the estimated budget. However, this is not the case at this time.

Mr. Moody stated that several reasons for the discrepancy between the estimated construction costs and the bids amount can be summarized as follow:

- The scope of work outlined in the contract documents is the most complex and unusual of the entire restoration effort on the Old Courthouse due to its delicacy of the work. The costs for access to the dome and dome drum is difficult to assess other than under bid conditions.
- The scope of the repair work involves two major trades, masonry and roofing, as well as a small amount of electrical work for the clock mechanisms. The particular types of masonry and roofing work require highly specialized contractors.
- Due to the complexities of the project, evidenced by the bid form, it appears more complicated than it really was. Specific information was requested on the bid form in order to assess costs, should minor changes in the scope of work occur during construction. WJE will examine the bid form and other documents to determine if scope of work can be stated with more clarity.
- The three bids listed referenced the same subcontracting source for sheet metal roofing work.
- During the development of the contract documents, repair of the built-up roofing membrane at the base of the dome was added to the scope of work based on concerns from the Facilities Management and the Museum of History staff. This probably did not contribute a significant amount to the cost, but it did add to the project another crew.
- The bidders did not always address the contract documents in preparing their bids. For example, two of the bidders submitted a different and costly scope of work for Alternate #1, which is not a priority. Alternate #1 called for the reinstallation of the clock mechanism after replacing the dome roofing, the contractor submittal included replacement of the entire clock mechanism and clock faces. Neither of the bidders discussed this issue with WJE prior to submitting their bids.

- Development of repair documents revealed necessary additions to the scope of repair work, which in turn resulted in cost additions.

Mr. Jeff Koerber, Architect, Wiss, Janney, Elstner Associates, Inc., described three possible courses of action in order to continue with this project:

- 1) Increase the project budget. It is understood that these funds can not be acquired in an expeditious manner.
- 2) Decrease the project scope by focusing on roofing repairs. It may be possible to advance the project by performing just the dome sheet metal replacement and necessary repairs to the supporting structure and excluding all but the most serious masonry repairs.
- 3) Decrease the project scope by focusing on masonry repairs. This is likely the most promising option to pursue. Based on the information provided by the bids, the masonry repair work could be performed within the grant amount. The investigation report prioritized the repair of the dome and roofing in Phase 2 and 3. Masonry repairs were prioritized in Phase I and 2 and should take precedence. With this option, it would be necessary to inform the Illinois Department of Natural Resources (IDNR) that a change in scope is necessary because of bid results.

Mr. Selzer noted that a possible option for further funding this project might be using the funds acquired from the sale of the McBarnes Building. Chairman Bostic explained that there is about \$400,000.00 available from the sale of the McBarnes Building, after closing costs. However, the General Fund carries a deficit of around \$100,000.00, for money advanced to maintain the McBarnes Building that needs to be repaid. Chairman Bostic noted that the Public Building Commission (PBC) owns the Courthouse and they will raise \$500,000.00 for this project, which will be reimbursed back to them once the grant money is received from the IDNR. Maybe the PBC can lend the County a larger amount for this project and have it reimbursed in a timely manner. Chairman Bostic also noted that an Emergency Appropriation can be made since this money may not be actually needed until May or June. Some discussion incurred regarding this issue because the money being received for the sale of the McBarnes Building is not enough to cover this project and resolve other debts earmarked for this money.

Mr. Koerber informed the Committee that if a decision is made to move ahead with this project in one form or another, based on WJE recommendation, WJE will not require adjustment to the contract provided there is no radical change in the scope of repair addressed by the contract documents dated November 25, 2003. Mr. Koerber noted that even if a portion of the work is deleted from the scope of the contract document, it is inevitable that the deleted portion will need to be performed. The investigation report outlined \$2.7 million in repairs, phased over several years.

Mr. Moss again referenced the large difference between the quoted bids and scopes of works by the bidders. It seems that there is a serious lack of understanding of the scope of work from all of the bidders. There may be a need to meet with these bidders and ask appropriate questions in order to get some clarification of these quotes.

Mr. Moss asked if there is any time constraints regarding the use of the grant funds. Mr. Moody answered that the funds have to be used by July, 2005. Mr. Moody noted that the time line for this project was set to start early this spring and have the project completed by November, 2004, weather permitting.

Chairman Bostic asked Mr. Greg Koos, Director, McLean County Museum of History, if he was aware of any extra monies that can be requested for this project from the State. Mr. Koos replied that he has made inquiries regarding extra funding and was told by the Grant Officer that there are funds still available, but that since McLean County has already been awarded some grant revenue, the chances of receiving more would be small since there are other counties looking for grant funds that have not received any as of yet.

Chairman Bostic asked Mr. Koerber how long it would take to meet, question and clarify all of the issues presented by these three bids with the bidders. Mr. Koerber replied that by next week, he should be able to start the process to clarify these bids.

Mr. Lindberg advised that the request to meet and question these bidders be checked out with legal counsel to see if its proper procedure. Mr. Lindberg summarized that the architect of the project is not, at this time, prepared to present the Property Committee with a recommendation as acceptance of the low bid. The Architect should clarify the bid presented by the apparent low bidder and return and inform the Property Committee of his findings and recommendations. The governing price is the bidder with the lowest bid figure for the specified scope of work.

Chairman Bostic asked if members agreed to revisit this issue at a Stand-Up meeting before the next County Board meeting. Property Committee members concurred.

Motion by Selzer/Moss to direct WJE Architect to contact all the bidders for clarification of bids presented and report back to the Property Committee with a recommendation.  
Motion carried.

Chairman Bostic added that a quality building such as the Old Courthouse needs to be properly preserved. Mr. Koos expressed his appreciation for the excellent support the County of McLean is providing for the Courthouse and its tenant.

Mr. Moody presented an offer to paint the upper Rotunda of the Old County Courthouse by Mr. David Bentley. Mr. Moody explained that Mr. Bentley was present for the mandatory pre-bid meeting of the Courthouse and was able to view the condition of the upper Rotunda and has offered to restore it after the exterior work has been completed. Mr. Bentley gave a brief history of his restoration experience. Mr. Bentley stated that the materials and some of the work required will be donated by community businesses and other contractors.

Mr. Koos showed an old photograph of the rotunda that showed the original colors of the rotunda. Mr. Bentley is willing to follow this photograph in order to restore the rotunda to its original state. Mr. Koos expressed some concern regarding the destabilization of the plaster due to the dome construction process. Another concern expressed is the need to have a written agreement of the meaning of "restoring of the rotunda". As an example, Mr. Koos noted that part of the rotunda were goldleaf, which is a process that cannot be done at this time. These type of issues need to be worked out ahead of time, such as the donation of materials, the scope of the restoration, the time span needed for this project, volunteers, liabilities, etc.

Motion by Selzer/Moss to Proceed with  
Plans for the restoration/painting of the  
Interior Rotunda of the Old McLean County  
Courthouse. Motion carried.

Mr. Bentley also addressed the McBarnes Building closing process. Chairman Bostic answered that it is scheduled to close on February 24, 2004. Chairman Bostic stated that all of the details have been worked out regarding this matter.

Mr. Moody presented an update on a lease renewal by Attorney John P. Schwulst for 200 West Front Street Building. Mr. Moody informed the Committee that Mr. Schwulst leases a 1,269 sq. ft. office space from McLean County. Mr. Schwulst was an existing tenant in the building when the building was purchased for the McLean County Health Department. In accordance with the lease, Mr. Schwulst notified McLean County on January 13, 2004, of his intention to exercise his third and final option to renew his lease for another three (3) years, providing him with the leasing of office space through June 20, 2007.

Mr. Moody explained that his lease states that he has the option to renew, under the terms of the agreement, and can exercise that option "not less than ninety (90) days

prior to the end of the Term.” No action is required by McLean County at this time to approve the option to renew for another three (3) years. Mr. Moody noted that Mr. Eric T. Ruud, First Assistant State’s Attorney, has reviewed the documents and agrees that no action is required by the McLean County Board at this time.

Mr. Moody explained that according with the lease terms, Mr. Schwulst pays \$15,299.88 annually, or \$1,274.99 per month. However, upon the renewal, Mr. Schwulst will increase his rent payments by \$400.00 per year on July 1, 2004, to reflect an annual obligation of \$15,699.88 with a monthly payment of \$1,308.32.

Chairman Bostic asked if there were any questions regarding the Lease renewal by John P. Schwulst. No questions were presented.

Mr. Moody presented the annual review of County Utility Costs for Fiscal Year 2003. Mr. Moody noted that the utility cost for the Law and Justice Center was down dramatically due to the explosion that caused the building to be off line with Illinois Power services.

Chairman Bostic asked if there were any questions regarding the County Utility Costs for Fiscal Year 2003. No questions were presented.

Mr. Moody reported on the Law and Justice Center Repairs. Mr. Moody estimates that the items on the list will be finished by February 2004. Mr. Moody noted that the Circuit Clerk’s files should be returned to the Law and Justice Center by the end of March.

Chairman Bostic asked if there were any questions regarding the status report of the Law and Justice Center. No questions were presented

Mr. Moody noted that the architect and engineer and the County meet every Thursday to discuss the Government Center project. Mr. Moody commented on the exceptional job being done by P.J. Hoerr, the General Contractor. It has been estimated that they are about 40% percent done with the project. The roof has been completed. It is the goal of the General Contractor to complete the project by starting on the Fourth Floor and moving downwards. If this project stays on schedule, this renovation should be completed by August 2004.

Mr. Selzer expressed his concern regarding the pull-out of the Bloomington Police Department out the of the MetCom facility. If the Bloomington Police Department actually do pull-out of the building, what will happen with the vacated space, due to the reduction of staff. Mr. Moody answered that he will have to do some research on this matter and would report back to the Property Committee.

Mr. Bill Wasson, Director of Parks Recreation, presented a General Report. Mr. Wasson stated that the Deer Management Program had 150 participants in the 2003 Deer Management Program Special Hunt including five disabled hunters in the "Opening the Outdoors of McLean County Program." The December 13<sup>th</sup> 2003 Deer Run 8K Foot Race was a success with 130 participants.

Mr. Wasson stated that the Deer Management Program at COMLARA Park began on October 1<sup>st</sup> and was completed on December 7<sup>th</sup>. A new \$5.00 special activity fee was implemented. This public hunting program harvested 50 white tail deer from the site. This is consistent with recommended and past levels to insure against significant increase in site population. Mr. Wasson stated that an Illinois Department of Natural Resources (IDNR) biologist will again assist in a population count for the spring of 2004. The deer management plan components for 2004 will be based upon the results of this survey, with the continued goal of restricting population growth and slowly reducing the population level to approximately twice the recommended carrying capacity of 15-20 deer per square mile. Spring 2003 population levels were estimated at 60-70 deer per square mile. Population levels at the onset of the program were 70-80 deer per square mile.

Mr. Wasson discussed the Resident Giant Canada Geese Program. Mr. Wasson stated that Parks and Recreation has been actively working to reduce the negative impact of resident geese on recreational activities and use areas surrounding Evergreen Lake. These activities included reduction of regularly mowed recreational space near the lake and reduction of nesting habitat for geese. These expanded steps, along with low spring 2003 water levels, which exposed nesting areas to increased predators, appeared to have reduced wildlife/recreational user conflicts in 2003. The Department will continue these management steps and monitor population and recreational conflict in 2004 with the guidance of IDNR waterfowl staff.

Mr. Wasson updated the Committee on the Autumn Olive Removal. Mr. Wasson explained that the Autumn Olive is an exotic plant that was introduced to Illinois as a wildlife planting under recommendations from the United State Department of Agriculture (ASDA) and Illinois Conservation Department to many areas of Illinois including COMLARA County Park in the 1970's. Today, Autumn Olive is identified in Illinois as a highly invasive and resilient exotic plant. This intrusion has a negative impact upon recreational use of sites and restricts growth of native plant species. The Department is increasing its efforts to reduce the spread and impact of this plant on County Parks through removal programs this winter.

Mr. Wasson discussed the following Facilities Planning Activities. Mr. Wasson stated that the Department of Parks and Recreation was notified on January 8, 2004 that the Norfolk & Southern Railroad had reversed its preliminary notice of intent to abandon the railroad Right of Way from Bloomington to Mansfield, Illinois. Instead, they notified the County that they would file for a discontinuance of service. The Railroad informed the County that they do not have specific plans in the foreseeable future, but would be filing to keep things intact for a future, potential, as of yet unidentified use. Mr. Wasson noted that on January 22<sup>nd</sup>, Norfolk & Southern Railroad formally filed service discontinuance exemption requests and amendments with the United States Department of Transportation's Surface Transportation Board.

Mr. Wasson updated a project regarding the Route 66 Trail. Mr. Wasson stated that the preliminary engineering project by Hanson Engineers continues. Two significant alignment issues remain under review. The areas include the termination section in north Normal, near the Towanda Avenue bridge and the trail section from the Village of McLean corporate boundary, north for approximately one mile.

Mr. Wasson referenced the COMLARA Park Electrical Renovations. Mr. Wasson stated that Parks and Recreation has received and reviewed information provided by engineering firms with experience in campground electrical renovations. The Department plans to complete and release a Request for Proposals (RFPs) for electrical renovations to Area #1 of the Family Campground at COMLARA County Park within the next 30 days.

In conclusion, Mr. Wasson updated the Committee on the White Oak Area Community Service Initiative. Mr. Wasson said that Parks and Recreation, with the assistance of the Risk Management Department and the State's Attorney's Office Civil Division, has completed volunteer agreements with local companies and organizations to move forward with the White Oak Area (WOA) community service project. This project will use donations and volunteers to provide electrical service and improved lighting to the White Oak Area Boat Launch, as discussed with the Property Committee last September. It is hoped that final volunteer design work can be completed this winter, with the volunteer installation of the project taking place in the spring.

Chairman Bostic asked if members had any other questions for Mr. Wasson. No further questions were presented.

Chairman Bostic presented the bills, which have been reviewed and recommended for transmittal to the Property Committee by the County Auditor.

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Motion by Selzer/Ahart to recommend approval of the bills as of December 2003, and January 2004, which have been reviewed and recommended for transmittal by the County Auditor. Motion carried.

There being nothing further to come before the Committee at this time, Chairman Bostic adjourned the meeting at 4:51 p.m.

Respectfully submitted,

Carmen I. Zielinski  
Recording Secretary

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